



CAMBRIA COMMUNITY HEALTHCARE DISTRICT
AUGUST 27, 2020
BOARD MEETING MINUTES

Due to Coronavirus-19 concerns, this meeting was held via teleconference.

A) OPENING

1) Call to order

President Fedoroff called the meeting to order at 2:06 pm.

2) Pledge of Allegiance

Not performed due to the absence of an American flag at each virtual location.

3) Establishment of a quorum

Board of Directors members Iggy Fedoroff, Bill Rice, Barbara Bronson Gray, Laurie Mileur and Cecilia Montalvo were in attendance.

Administrator Mike McDonough, Operations Manager Tim Benes, and Administrative Assistant Simone Rathbun were also present. District Counsel Jeff Minnery called in to the meeting at approximately 4:00pm

One member of the public was present.

B) PUBLIC COMMENT

No comments made by the public.

C) CONSENT AGENDA

The minutes from the July 15, 2020 Regular Board Meeting were reviewed. Director Rice made a motion to approve the Minutes; Director Montalvo seconded the motion, Board approved 5/0.

D) REPORTS

1) The Operations Report was reviewed; Tim opened up to any questions. Director Montalvo inquired about the Personal Protection Equipment that is out of date and the needs for other equipment. Tim stated that the crews need new safety jackets and most importantly helmets. The ones being used now are 20 years old, with a 5-year lifespan. They are expired and out of OSHA

compliance and need to be replaced ASAP. Director Rice then inquired as to the number of transports so far for the month of August; of which there have been 36 so far.

2) The Administrator's report and Financial Review was presented by Mike McDonough and opened up for questions. Mike did add that since he prepared his report, the number of COVID cases has increased to 31 in Cambria and 6 in San Simeon. Mike pointed out that there was an increase in revenue for the April through June quarter which is attributed to the new billing system. Tax revenue was also up from a Teeter payment received in July.

3) Committee Reports

- a) President's Report – nothing to report.
- b) Property & Facilities – Director Bronson Gray stated that the draft Minutes from last meeting are on page 38 of this month's packet for review.
- c) Healthcare Advocacy & Outreach – did not meet, continuing to hold community leader forum; Director Montalvo suggests possibly inviting some of these community leaders to start a committee.
- d) Finance – nothing to report, have not met since last month.
- e) Grants - did not meet, continuing to work on exploring grant opportunities; will be meeting in two weeks.
- f) Strategic Planning – nothing to report, did not meet.

E) REGULAR BUSINESS

1) Community Healthcare survey – Director Mileur stated that nearly 1000 surveys were returned, 25% online, the rest mailed in or brought in. The number of results received was higher than the last survey. 90% stated they have a primary doctor, most having between 1-5 visits per year. 39% had utilized Urgent care but 88% feel we need one, as well as additional healthcare, including a physician. 79% of the respondents have Medicare. In regards to the implementation of a parcel tax 26% would not be interested, while others would be strongly interested. Director Mileur would like this information to be shared with the community, perhaps on social media. It was recommended that the Healthcare Advocacy Committee should direct activities pursuing additional healthcare.

President Fedoroff recommended that Mike issue a press release. Director Mileur and Mike will work on this within the next one to two weeks. Director Rice requested that he receive a copy of these results ahead of time. Director Bronson Gray added that technically this will be an article and not a press release.

2) Ambulance fuel purchasing – Mike has drafted an MOU with CalFire which has been sent to Jeff Minnery for review, then to Assistant Chief Owens for signature. Director Bronson Gray stated to make sure to reiterate that there is lack of responsibility for equipment maintenance on our part. We are just to pay for the purchase of fuel. This will also be revised in the agreement with Cambria Fire. Director Bronson Gray moved to approve this concept, knowing the MOU itself still needs to be approved, Director Rice seconded, Board approved 5/0.

3) Strategic plan update – Director Montalvo stated that while the basic structure of the plan is complete, there are other details that need to be done however there have been other priorities. She stated she will circle back with each Board and staff member to make sure there is an understanding of what the missing work is that still needs to be done. This item will be put on the September agenda.

4) Zoll monitor procurement – The Property & Facilities Committee has discussed and reviewed this; we are needing to replace four monitors. It would cost just under \$2k per month for four monitors, which would include service, warranty and parts. If we do get the AFG FEMA grant Zoll stated we could use that money to make the payments or purchase. If not, we still have the 2k per month budgeted for this equipment. This is a fair market loan per Zoll, with no interest.

Director Rice pointed out that this would be a lease; we can return and renew, or we can buy them at a discounted rate in five years, Tim stated that we can then just replace with new leases with new updated equipment. Director Rice inquired as to whether or not these grant funds are restricted to just purchase or can they be used for lease payments as well? Tim stated that according to Brian Pink at Zoll we can use grant money for the lease. Director Mileur suggested that we contact the FEMA help desk with this specific question. Director Fedoroff stated that if we get the grant, we just buy the 2 monitors.

Director Montalvo made a motion to approve the lease of four Zoll monitors pending the receipt of written confirmation from the FEMA help desk that Grant funds can be used towards the acquisition. Director Rice seconded, Board approved 5/0.

5) The establishment of Administrator objectives for fiscal year 2020/2021 was discussed. Director Bronson Gray suggested adding an objective about bringing more healthcare to Cambria; working with the Healthcare Advocacy & Outreach Committee to develop a written plan to establish an additional resources plan. Director Bronson Gray motioned to approve, Director Montalvo seconded, Board approved 5/0.

6) CalFire ambulance procurement proposal – the results of the mechanical inspection and the condition of the ambulance were discussed. President Fedoroff stated there is 21k in the budget, however he will talk to the Cambria Community Council to see if they will make a contribution to the District's 501(c)(3). Director Rice inquired as to when we will need another ambulance after this one. Mike stated we will be applying for a grant next year for a new ambulance. A new ambulance is 12-24 months away if we acquire this ambulance. Director Bronson Gray made a motion to approve the acquisition of the CalFire ambulance, Director Rice seconded, Board approved 5/0.

7) The purchase of safety equipment was discussed. Tim stated that there are certain OSHA requirements that need to be met and that we currently have a hodgepodge of equipment, in various sizes. We are actively seeking grants. Project Heartbeat stated that they can fund up to 7k for safety equipment. Tim asked for Board approval to pursue the funding of this needed safety equipment through Project Heartbeat. Director Rice motioned to approve seeking this grant with all funding to be used for safety equipment, Director Montalvo seconded, Board approved 5/0.

8) On scene photography – There has been some concern expressed over personnel posting work-related pictures on social media. There was no policy in place. Mike has since written a social media policy, part of a larger Standard Operating Procedure (SOP). There can be both positives and negatives to social media, so this SOP was put in

place. The SOP basically states that anything must be first approved either by Mike or Tim before being posted. HIPAA compliance was discussed. Mike stated that he has discussed this issue in depth with the District's Counsel Jeff Minnery, as well as Labor Negotiator Bill Avery.

Jeff suggested identifying specifically who the Administrator of the Social Media Policy is and who specifically can post and who cannot. Mike to work on draft and come back to Board with policy for Board review and approval.

9) The District Administrator Compensation and Employment Agreement was discussed. It includes a change in salary to \$150k and addition of termination for convenience clause with severance pay. These items were discussed in closed session both last week and this week and Mike received a favorable review for his work for the last year and this contract is result of that. Director Rice motioned to accept the contract, with the section about severance pay for termination of convenience being eliminated; Director Bronson Gray seconded, Board approved 5/0. Jeff Minnery is to revise the contract for signatures.

F) DECLARATION OF FUTURE ITEMS

- 1) Strategic planning.
- 2) Clarification on time and date of next meeting. September meeting on the 17th at 9 am.
- 3) Agenda item to discuss changing Board meetings.

G) ADJOURNMENT

The meeting was adjourned at 4:19pm